



OFFICE OF HOMELAND SECURITY

GRANT MANAGEMENT MEMORANDUM

2008-036

Date: October 10, 2008

To: Fiscal Year (FY) 2008 California Port and Maritime Security Grant Program (CPMSGP)
Applicants

From: Grants Management Division

RE: FY 2008 CPMSGP Clarification on Board Resolutions

In order for Governor's Office of Homeland Security (OHS) to fulfill its fiduciary responsibilities a Governing Body Resolution is required and must include the following items:

- Resolution Number
- Name of Grant program
- Name of Governing Body
- Name of Applicant
- Total Grant Funds Requested
- Identification of Projects and Project Amounts
- Name of Applicant
- Name of Authorized Agent(s)
- Approval of Governing Body

CPMSGP applicants may choose to submit a complete Governing Body Resolution along with the Investment Justification, or after the Peer Review process. In addition, Resolutions may be submitted prior to the Peer Review with all of the items listed above, except individual projects and amounts. However, an award letter cannot be issued to the port until a revised resolution including project names and funding is provided to OHS.

CPMSGP applicants may submit Governing Board Resolutions anytime during the application and award process, but no later than March 2, 2009.

For additional information regarding the FY 2008 CPMSGP, please contact your OHS Program Representative, Scott Sano at (916) 324-6119 or scott.sano@ohs.ca.gov

Sincerely,

A handwritten signature in blue ink that reads "John Isaacson". The signature is fluid and cursive, with the first name "John" being more prominent than the last name "Isaacson".

John Isaacson
Interim Deputy Director
Grants Management